



COMMONWEALTH of VIRGINIA  
*Department of General Services*

Division of Purchases and Supply,  
SURPLUS PROPERTY OFFICE

1910 Darbytown Road  
Richmond, Virginia 23231  
(804) 236-3666  
FAX (804) 236-3671

May 28, 2004

**SALES PROPOSAL NO. 194-SC**

**PLEASE NOTE: THIS PROPOSAL IS FOR REGION 9 ONLY**  
**All Other Regions Are Covered in Contract 194-PH**

**CONTRACT TITLE:** Scrap Metal, Northern Virginia Region 9 ONLY

**AUTHORIZED USERS:** State Agencies and Local or Public Bodies in the Commonwealth of Virginia. This is an optional use contract.

**BIDS MUST BE RECEIVED BY:** 2:00 p.m., Wednesday, June 16, 2004, E.S.T.

**MAIL OR FAX BIDS TO:**

Virginia Department of General Services, Surplus Property Office  
1910 Darbytown Road, Richmond, Virginia 23231  
or FAX Bids To: Surplus Property Office (804) 236-3671.

**BID OPENING:** Thursday, June 17, 2004 - 10:00 a.m. E.S.T. at the offices located at 1910 Darbytown Road, Richmond, Virginia.

**EXPIRATION DATE:** **Contract renewed through May 10, 2006.** The contract period will begin on ~~Monday June 21, 2004 and end on May 10, 2005.~~ Contracts will allow for two one-year renewals.

**BIDS:** All bids are to reflect surplus scrap metal collected in a timely manner by the vendor at the agency site with collection containers provided by the vendor, if necessary. Bid schedules should include traditional scrap metals, such as ferrous and non-ferrous metals.

Two other types of bids are optional to vendors:

1) Bids may also be submitted for metal scrap delivered by the agencies to the successful bidders location.

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2) Bids may also be submitted for electrical product scrap such as computers, monitors, printers, fax machines, etc., if the vendor collects such material. Such bids should include those for delivery to vendor and for pick-up at agency site.

**PRICE ESCALATION/DE-ESCALATION:** Sale price adjustments during the contract period may be permitted only for changes in metals pricing related to market indices. Price adjustments due to market indices changes may be permitted only at the end of each 30 day period. The first 30 day period begins the first day the contract is in effect.

The hauling distance from the agency site to the vendors location will be considered as a factor in awarding the contract if it is considered to be in the best interest of the Commonwealth.

It is agreed that surplus scrap metal will not be contaminated with wood, rubber, cloth, glass, plastic, or things other than metal. It is further agreed that no toxic or hazardous materials, closed containers, stoves, refrigerators, washers, dryers, or freezers will be included.

Methods of recycling and/or disposal by the vendor shall be in accordance with, but not limited to, Virginia Solid Waste Management Regulations, Environmental Protection Agency Regulations, and federal and state policies and regulations.

**SERVICE REGION:**

The vendor service area for this contract is described below. We encourage the area served to be as large as possible and prefer service to the entire region. However, bidders may designate service coverage for portions of the region (for 2 of the 4 counties in Region 9, for example). Bid Proposals must designate the areas where services would be available.

**REGION 9**

Arlington, Fairfax, Loudoun and Prince William counties.

**SALES AND USE TAX:**

All sales under the proposal will be subject to a 4-1/2 % Sales and Use Tax unless your bid is accompanied by a Certificate of Exemption or Registration number.

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YOUR CERTIFICATE OF EXEMPTION REGISTRATION NUMBER : \_\_\_\_\_

**TIE BIDS:**

In the event of tie bids the successful bidder will be determined by drawing lots.

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**PAYMENT AND TERMS FOR STATE AGENCIES:**

The successful bidder will be required to send Payment accompanied by a Receiving Report.

The Receiving report will be on the vendor's company stationery, and include the following:

- the weight of the metal collected
- the name of the agency the scrap metal is from
- signature by a representative of the state agency serviced

Checks are to be made out to the "Treasurer of Virginia." All payments with receiving reports are to be sent within 7 days of scrap metal sales, or if sent on a monthly basis, no later than the 5<sup>th</sup> of the following month to:

MR. JOSEPH E. THOMAS  
STATE SURPLUS PROPERTY  
1910 DARBYTOWN ROAD  
RICHMOND, VA 23231

For billing purposes only, and, if applicable, the successful bidder will write on the weight ticket the license tag number of the state vehicle delivering scrap metal.

If a price adjustment has occurred due to market changes as described in the "Price Escalation/De-Escalation" section of this contract, information accompanying weight tickets will include a metals industry index sheet.

**PAYMENT AND TERMS FOR LOCAL GOVERNMENTS AND OTHER NON-STATE PUBLIC BODIES IN THE COMMONWEALTH OF VIRGINIA:**

Receiving reports will be sent to local governments and other non-state public bodies with billing and payment processing to be the responsibility of the respective institution serviced and not the responsibility of the Virginia Department of General Services.

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**BID PROPOSALS:**

**Sealed bids subject to the conditions set forth, will be accepted by the:**

VIRGINIA DEPARTMENT OF GENERAL SERVICES  
DIVISION OF PURCHASES AND SUPPLY,  
1910 DARBYTOWN ROAD, RICHMOND, VA 23231

**UNTIL 2:00 PM E.S.T. Wednesday, June 16, 2004.**

Bids will be opened on Thursday, June 17, 2004 at 10:00 A.M.,  
at the offices located at 1910 DARBYTOWN ROAD, RICHMOND, VA 23231.

**BID PRICES:**

**REGION 9:**

**VENDOR:**

**Scrap Metal: Joseph Smith & Sons, Inc., 301-773-1266**

**Electrical Scrap: cash4assets.com, 703-541-0761**

<u>ESTIMATED</u> <u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>BID PRICE PER</u> <u>GROSS TON</u>
VARIOUS PER LOAD	57050 MISC. SCRAP METAL – Picked Up On-Site	___11.01 for Arlington, Fairfax & Prince William Counties
VARIOUS PER LOAD	57050 MISC. SCRAP METAL – Delivered	___31.31 _____
VARIOUS PER LOAD	Electrical Products –	

	Picked Up On-Site	___\$12.87_____
VARIOUS PER LOAD	Electrical Products - Delivered	___\$17.16_____

The undersigned certifies that he or she is authorized to sign for the company stated, and binds the company to the conditions of this contract. This agreement may be terminated by a fifteen (15) day written notice by the State Surplus Property Office, if the successful bidder does not fully comply to the terms and conditions of the contract or it is deemed to be in the best interest of the Commonwealth of Virginia.

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Any disputes regarding payment for materials will be directed in writing to the Surplus Property Administrator at 1910 DARBYTOWN ROAD, RICHMOND, VIRGINIA 23231. Any potential court action shall be filed in the appropriate Virginia court.

**Scrap Metal Vendor & Contact Name:**

COMPANY NAME: \_\_Joseph Smith & Sons, Inc.\_\_\_\_\_

CONTACT: \_\_\_\_\_Andrew Courtright\_\_\_\_\_

COMPANY TITLE:\_\_\_Buyer\_\_\_\_\_

STREET ADDRESS: 2001 Kenilworth Ave., P.O. Box 64430\_\_\_\_\_

CITY & TOWN: \_\_Washington, D.C.\_\_\_\_\_

ZIP CODE: \_\_20029\_\_\_\_\_ TELEPHONE:\_\_\_301-773-1266\_\_\_\_\_

**Electrical Scrap Vendor & Contact Name:**

COMPANY NAME: \_\_cash4assets.com.\_\_\_\_\_

CONTACT: \_\_\_\_\_David A. Olsen\_\_\_\_\_

COMPANY TITLE:\_\_\_Owner/Manager\_\_\_\_\_

STREET ADDRESS: 6606 Patent Parish Lane\_\_\_\_\_

CITY & TOWN: \_\_\_\_\_Alexandria\_\_\_\_\_

ZIP CODE: \_\_\_\_\_22315\_\_\_\_\_ TELEPHONE:\_\_\_703-541-0761\_\_\_\_\_

The Commonwealth makes no guarantee of the quantity nor quality of the used scrap metal during the contract period.

The Commonwealth reserves the right to reject any and all offers. Bids from a company, corporation or partnership must be signed by an authorized officer and the title designated.

A. Georgiana Ball, State Recycling Coordinator  
State Surplus Property Office, Virginia Department of General Services  
(804) 236-2781, [gball@dgs.state.va.us](mailto:gball@dgs.state.va.us)